

**Chief Procurement Office -
Illinois Public Institutions of Higher Education**

**FY25 SOLE SOURCE
PROCUREMENT REPORT**

EXECUTIVE SUMMARY

The Chief Procurement Officer for Public Institutions of Higher Education (CPO-HE) works with the public institutions of higher education to meet their procurement needs free of undue influence through independent authority, oversight, and approval. The CPO-HE further works with the institutions to continually improve procurement policies and to establish best practices that recognize the specific needs of the institutions in relation to their role and importance to the State of Illinois.

The Illinois Procurement Code (Code) requires that each Chief Procurement Officer issue a report on sole source contracts on a fiscal year basis (30 ILCS 500/20-25). This report is for Fiscal Year 2025 (FY25) July 1, 2024 – June 30, 2025. This report is provided to the Illinois State Library, Commission on Government Forecasting and Accountability, the Governor, General Assembly, and published to the Chief Procurement Officer's website.

The Code allows contracting without formal competition when there is only one, or only one economically feasible, source for the needed supply or service. The universities and Illinois Mathematics and Science Academy (IMSA) are required to submit substantial justification and work with the State Purchasing Officer to determine whether a particular need is appropriate for sole source treatment. If approved for this method, the Chief Procurement Office provides a 14-day public notice of intent to contract on a sole source basis and an opportunity for any interested party to request a public hearing. This process allows any vendor to dispute the sole source declaration and provide evidence to that effect. Any member of the public may also request a hearing to voice concerns with the intent.

STATISTICAL OVERVIEW - FY25

Total Value of Sole Source Procurements:	\$235,779,043.37
Total Number of Sole Source Transactions:	144
Average Value of Sole Source Transactions:	\$1,637,354.47
Total Institutions Awarding Sole Source Contracts:	13
Total Number of Hearings Held:	3

PUBLIC HEARINGS - FY25

During FY25, three public hearings were conducted compared to one hearing in FY24 and two hearings in FY23.

FY25 Sole Source Transactions by Procuring Institution*	# Transactions	\$ Amount
Chicago State University (CSU)	2	\$ 443,703.54
Eastern Illinois University (EIU)	3	\$ 1,679,518.00
Governors State University (GSU)	5	\$ 1,755,604.00
Illinois Mathematics and Science Academy (IMSA)	0	\$ -
Illinois State University (ISU)	4	\$ 1,855,000.00
Northeastern Illinois University (NEIU)	0	\$ -
Northern Illinois University (NIU)	4	\$ 545,800.00
Southern Illinois University – Carbondale (SIUC)	5	\$ 997,971.00
Southern Illinois University – Edwardsville (SIUE)	14	\$ 4,485,011.44
Southern Illinois University – Medicine (SIU Med)	6	\$ 1,096,755.21
University of Illinois Chicago (UIC)	16	\$ 9,452,218.35
University of Illinois Springfield (UIS)	7	\$ 1,422,908.85
University of Illinois Urbana-Champaign (UIUC)	63	\$ 28,335,552.98
University of Illinois System (UI System)	11	\$ 66,709,000.00
Western Illinois University (WIU)	0	\$ -
Illinois Public Higher Education Cooperative (IPHEC)	4	\$ 117,000,000.00
TOTAL	144	\$ 235,779,043.37

* Includes awards and change orders that had a cost associated with them excluding renewals.
IPHEC conducts procurements on behalf of all the public universities.

SOLE SOURCE RENEWALS - FY25

During FY25, there were 76 sole source renewals with a total value of \$149,187,177.71.

FY25 Sole Source Renewals by Procuring Institution***	# Renewals	\$ Amount
CSU	0	\$ -
EIU	0	\$ -
GSU	0	\$ -
IMSA	0	\$ -
ISU	2	\$ 643,800.00
NEIU	2	\$ 570,641.00
NIU	6	\$ 2,523,827.74
SIUC	5	\$ 1,207,159.00
SIUE	4	\$ 1,044,874.33
SIU Med	2	\$ 3,040,258.00
UIC	29	\$ 16,831,925.99
UIS	2	\$ 658,275.00
UIUC	17	\$ 6,861,416.65
UI System	3	\$ 305,000.00
WIU	0	\$ -
IPHEC	4	\$ 115,500,000.00
TOTAL	76	\$ 149,187,177.71

***Includes all renewals executed within FY25 regardless of the fiscal year of the original award.

SOLE SOURCE BY JUSTIFICATION TYPE - FY25

Section 4.2025 of the Administrative Rules for the Chief Procurement Officer for Public Institutions of Higher Education lists circumstances that could necessitate a sole source procurement, including but not limited to those listed below. The following table captures the number of transactions conducted using each of the justification types.

Rule Citation	Justification Description	# Trans.	\$ Value	% of Total
4.2025(b)	Critical changes to existing contract best made by existing contract holder	5	\$ 1,876,000.00	0.80%
4.2025(b)	Organizational memberships	0	\$ -	0.00%
4.2025(b)	Software license, upgrades, or maintenance	22	\$ 44,883,972.15	19.04%
4.2025(b)	Other	9	\$ 4,784,617.07	2.03%
4.2025(b)(1)	Compatibility of equipment, accessories, parts	42	\$ 14,436,762.51	6.12%
4.2025(b)(2)	Items needed for trial use or testing	1	\$ 430,000.00	0.18%
4.2025(b)(3)	Item is for commercial resale	3	\$ 2,000,000.00	0.85%
4.2025(b)(4)	Noncompetitive public utility services	1	\$ 401,195.00	0.17%
4.2025(b)(5)	Copyrighted or patented	18	\$ 98,478,323.40	41.77%
4.2025(b)(6)	Media for advertising	6	\$ 3,450,875.00	1.46%
4.2025(b)(7)	Art, entertainment services or athletic events	2	\$ 475,000.00	0.20%
4.2025(b)(8)	Radio and television broadcast rights	0	\$ -	0.00%
4.2025(b)(9)	Activities mandated by organizations of which university is a member	0	\$ -	0.00%
4.2025(b)(10)	Federal or state grant requires a specific vendor	4	\$ 55,446,000.00	23.52%
4.2025(b)(11)	Required by existing franchise agreement	4	\$ 1,150,320.00	0.49%
4.2025(b)(12)	Required for research	27	\$ 7,965,978.24	3.38%
4.2025(b)(13)	New, latest edition textbooks	0	\$ -	0.00%
	TOTAL	144	\$ 235,779,043.37	100.00%

SOLE SOURCE HISTORICAL STATISTICS

In FY25, the Chief Procurement Officer for Public Institutions of Higher Education awarded 144 sole source procurements, valued at \$235,779,043.37. This is a decrease in the value of sole source transactions over the previous year.

Three Year Historical Overview	FY2025	FY2024	FY2023
# Institutions Awarding Sole Source Contracts	13	14	11
Total Dollar Value of Sole Source Contracts	\$ 235,779,043.37	\$ 600,891,940.91	\$ 761,733,883.36
Total Number of Sole Source Transactions	144	176	188
Average Dollar Value of Sole Source Transactions	\$ 1,637,354.47	\$ 3,414,518.76	\$ 4,051,775.98

Sole Source by Procuring Institution	\$ Trans. FY25	# Trans. FY25	\$ Trans. FY24	# Trans. FY24	\$ Trans. FY23	# Trans. FY23
CSU	\$ 443,703.54	2	\$ 5,280,000.00	2	\$ 3,081,505.00	2
EIU	\$ 1,679,518.00	3	\$ 2,485,701.00	4	\$ 452,378.00	2
GSU	\$ 1,755,604.00	5	\$ 2,331,000.00	4	\$ -	0
IMSA	\$ -	0	\$ -	0	\$ -	0
ISU	\$ 1,855,000.00	4	\$ 1,800,000.00	4	\$ 10,558,800.00	5
NEIU	\$ -	0	\$ 5,000,000.00	1	\$ 214,000.00	1
NIU	\$ 545,800.00	4	\$ 3,582,500.00	5	\$ 1,591,757.02	8
SIUC	\$ 997,971.00	5	\$ 6,538,562.30	13	\$ 10,262,107.65	16
SIUE	\$ 4,485,011.44	14	\$ 6,777,987.00	5	\$ 2,579,434.00	4
SIU Med	\$ 1,096,755.21	6	\$ 4,005,434.53	6	\$ -	0
UIC	\$ 9,452,218.35	16	\$ 47,836,519.00	20	\$ 19,626,987.42	33
UIS	\$ 1,422,908.85	7	\$ 357,485.00	3	\$ -	0
UIUC	\$ 28,335,552.98	63	\$ 81,826,213.08	69	\$ 66,803,158.27	81
UI System	\$ -	0	\$ 66,509,539.00	20	\$ 863,756.00	5
WIU	\$ 66,709,000.00	11	\$ -	0	\$ -	0
IPHEC	\$ 117,000,000.00	4	\$ 366,560,000.00	20	\$ 645,700,000.00	31
TOTAL	\$ 118,779,043.37	140	\$ 600,890,940.91	176	\$ 761,733,883.36	188

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CPO Website
<https://cpo-highered.illinois.gov/>

Illinois Procurement Gateway
<https://ipg.illinois.gov/>

Pathway To Procurement
<https://pathway2procurement.illinois.gov/>